



# Iowa Department of Transportation

## International Fuel Tax Agreement (IFTA) Fourth Quarter News

January 2011

### Jan. 31 is the fourth quarter due date

Jan. 31 is the due date for filing your tax return and submitting payment, if owed. **Remember:** Returns and payments postmarked after Jan. 31 will have a late penalty and interest added – and you may be required to post a cash bond for the next four IFTA quarters. Remember to review the tax return instructions.

### Motor carrier services to merge

To better serve our customers, the Iowa Department of Transportation's (DOT) Office of Motor Carrier Services (MCS) is in the process of combining International Registration Plan (IRP), IFTA, Unified Carrier Registration (UCR), and travel authority services. This change is expected to occur sometime during the first part of 2011. Watch the MCS Web site for updates.

### Online Processing

Make it easy and submit your IFTA tax returns using MCS's IFTA/IRP online system.

Carriers using the IRP online system are already set up to use the IFTA online system. If you are not a current user and are interested in using the online system, do not wait until the filing deadline to get your password; call MCS at 515-237-3224 or e-mail [omcs@dot.iowa.gov](mailto:omcs@dot.iowa.gov) now. The IFTA Quick Reference Guide Online Transactions is available at [www.iowadot.gov/mvd/omcs/iftaweb.pdf](http://www.iowadot.gov/mvd/omcs/iftaweb.pdf).

Once you have your password, log on to the Web site using the instructions on the next page of this newsletter, **do not follow the instructions on the Web page where you log on.** Remember to write down your password and keep it in a place where it can be retrieved. It will need to be changed every 240 days.

### UCR

**Act quickly to avoid a ticket!** The enforcement date to have your 2011 UCR filed is Feb. 1, 2011. You must register for UCR if you cross state lines with a commercial motor vehicle. To register, go to [www.ucr.in.gov](http://www.ucr.in.gov).

### Reminders:

- **Friday, Dec. 31**  
All state & federal offices will be closed.
- **Monday, Jan. 17**  
All state & federal offices will be closed.
- **2011 IFTA Credentials**  
Your 2011 IFTA renewal and decal application have been mailed to you. If you have not received the renewal forms, call MCS at 515-237-3224. You are not required to have your 2011 license in your possession or decals attached to the vehicle until March 1, 2011.
- **IFTA and IRP suspensions**  
Under Iowa law, if a carrier has an IFTA suspension for not paying IFTA fees, the carrier will also have an IRP suspension until the debt is satisfied. The law also requires suspension of IFTA if the IRP fees are not paid. This is another reason to file your tax return through the Web site.
- **Express mail services**  
Before using express mail services, customers should check delivery and pick up schedules. Some customers request materials be returned by United Parcel Service's (UPS) express mail; however, UPS does not stop on a daily basis at the Ankeny location. (Reminder: If a customer uses UPS express mail, the address information must be typed on the shipping label and not handwritten.)

### Contact the Office of Motor Carrier Services

Phone: 515-237-3224

Fax: 515-237-3354

E-mail: [omcs@dot.iowa.gov](mailto:omcs@dot.iowa.gov)

Web site: [iowadot.gov/mvd/omcs](http://iowadot.gov/mvd/omcs)

### Mailing address

P.O. Box 10382, Des Moines, Iowa 50306-0382

### Physical address

6310 S.E. Convenience Blvd., Ankeny Iowa 50021  
(Exit 89 on Interstate 35)

- How do I sign in to the Web?

Sign on to: <https://mcs.iamvd.com>.

Enter your Client ID

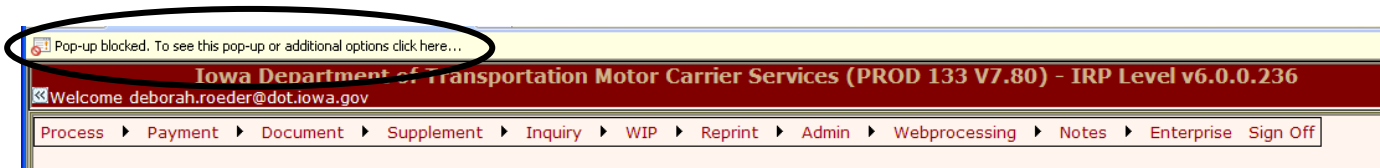
Enter your password

Click the drop-down box  
and make sure this says **External User**

Click Sign In

- **When I press “View Invoice” nothing happens.**

*Your Pop-Up Blocker is blocking the window from opening. You can easily notice this if you look at the space above the red banner as shown below. Follow the instructions to “Always allow pop-ups from this site”. This is a one time change.*



- **What do I really put in for account ID it says, “Joe.smith” for example.**

*You should always use your Client ID #.*

- **It won’t let me in, what do I do?**

*Typically it’s because your CAP LOCK is on. Passwords are case sensitive and are required to be at least 8 characters. They must have at least one uppercase and one lowercase letter and either a number or a symbol. An example of an acceptable password would be something like your last name and address numbers: Idot1234.*

- **Can I pay online?**

*At this time, only if you have an Escrow account with us. Contact IRP to set this up. Escrow can be shared between IFTA and IRP and is a great way to speed up processing.*

- **Why do I have to change my password?**

*For security purposes. Too many times we hear about people “losing their identity” through the internet. We want to take every precaution we can to keep this from happening to you.*

- **Can I use the same password I use for Iowa Tax?**

*If it meets the same criteria, yes*